

**State of Nevada
Division of Environmental Protection
State Revolving Loan Fund Program**

Checklist for Facilities Plan Review

Project Name:_____ Project No._____

Reviewer:_____ Date:_____

Yes/Adequate = X

No/Inadequate = O

Not Applicable = N/A

A. Determination of Community's Responsibility

1. Does the community have financial resources, technical qualifications, _____
experience, organization and adequate facilities to carry out the project
according to the project schedule, or a demonstrated ability to obtain
these?
2. Does the community have a satisfactory performance record for _____
completion of projects and contracts?

B. Project Need and Planning Area Identification

1. Is the map and narrative description of the planning area consistent _____
with the 208 plan or the 319 plan (non-point source)?

C. Existing Conditions

1. Does the facility plan describe the following environmental conditions?
 - a. Surface and ground water hydrology (quantity, quality & use) _____
 - b. Physiography, topography, geology and soils _____
 - c. Precipitation, temperature and prevailing winds _____
 - d. Terrestrial and aquatic plants, animals & natural communities _____
 - e. Air quality and noise _____
 - f. Energy supplies and consumption _____

- g. Land use and development _____
- h. Public facilities and services _____
- i. Related federal, state & other projects in the planning area _____
- j. Existing water quality and public health problems caused by inadequate wastewater treatment and disposal practices _____

2. Is a map included which depicts the following?

- a. Wetlands _____
- b. Flood plains _____
- c. Prime agricultural lands _____
- d. Environmentally sensitive areas _____
- e. Recreational areas _____
- f. Archaeological/historical sites _____
- g. Wild and scenic rivers _____
- h. Endangered species _____

3. Existing wastewater flows and treatment systems

Does the facility plan provide an inventory of existing wastewater characteristics and treatment facilities including areas served by onsite systems which address:

- a. Major influent characteristics (including toxic pollutants) _____
- b. The location of industrial and municipal treatment plants, sludge management areas and facilities, pretreatment plants, pumping stations, and sewer service areas _____
- c. A description of these facilities, including design capabilities existing flows, characteristics of wastes, discharge permits and overload conditions as well as past violations. _____
- d. Locations of significantly developed areas served by onsite systems _____

- e. A discussion and analysis of average and peak flows _____
- f. Locations of bypasses and overflows _____
- g. The extent of any combined sewer system _____
- h. A description of flow-reduced programs in effect _____

4. Effluent limitations

Have all applicable effluent limitations for all discharges and all discharge permits issued to existing facilities in the planning area been identified? _____

5. Infiltration and Inflow (I/I)

- a. Does excessive I/I exist? _____
- b. Has it been identified and quantified? _____
- c. Is it cost effective to eliminate excessive I/I? _____

D. Future Conditions

- 1. Are population projections in the planning area during the next 20 years consistent with State projections? _____
- 2. Does reserve capacity projection exceed 20 years? _____
- 3. Have land use plans been coordinated with the plan? _____
- 4. Flow projections:
 - a. Has average daily base flow been determined by multiplying existing per capita flows by projected population? _____
 - 1. Are seasonal and day use visitors included? _____
 - 2. Have flows from future industrial growth been considered? _____

5. Flow reduction:

- a. Are full -scale flow reduction measures necessary? _____
- b. Are estimates of implementable flow reductions provided? _____
- c. Are costs of proposed flow reduction measures addressed? _____
- d. Do cost savings caused by flow reduction justify implementation of a program? _____
- e. Does the facility plan recommend implementation of a flow reduction program? _____

E. Analysis of alternatives considered

Were the following alternatives considered:

- 1. No action _____
- 2. Upgrade the operation and maintenance of the existing system as an alternative or supplement to construction of new facilities _____
- 3. Regional management and physical consolidation of systems _____
- 4. Conventional collection system _____
 - a. Has the community provided assurance that the existing population will connect to the system within a reasonable time after project completion? _____
 - b. Does the proposed collection system serve an existing community? _____
- 5. Biological or physical-chemical treatment and discharge to surface waters _____
- 6. Land application _____
 - a. Potential land treatment sites evaluated: _____
 - 1. Land use area _____
 - 2. Soils identified _____

- 3. Geology acceptable _____
- 4. Topography described _____
- 5. Vegetation identified _____
- 6. Surface and groundwater hydrology described _____
- b. Do loading rates and land area values agree with established ranges in State design criteria? _____
- c. Will the level of pre-treatment prior to land application conform with State standards? _____
- d. Does the environmental evaluation of the land treatment system emphasize quality and quantity of surface and ground water resources, energy conservation, pollutant recycling and compatibility of land use? _____
- e. Are storage needs realistic? _____
- f. Will there be any water rights problems? _____
- g. Have any revenues produced been considered in costs? _____
- h. Have any lease arrangements, if any, been considered? _____
- i. Are O&M costs shown realistic? _____
- 8. Small alternative wastewater systems _____
 - a. Were any of the following systems evaluated? _____
 - 1. Septic tanks and drain fields _____
 - 2. Small diameter sewers _____
 - 3. Subsurface disposal or mound systems _____
 - 4. Cluster systems _____
 - 5. Pressure or vacuum sewers _____

6. Privately owned (individual) system _____
7. Other _____
- b. If privately owned on-site systems were evaluated, do any of the following apply?
 1. Is municipal access to the system assured? _____
 2. Are total costs less than that of a conventional system? _____
 3. Does the facility plan describe a management program to assure the applicant will properly operate and maintain the facility? _____
 4. Is public ownership feasible? _____
9. Sludge handling and disposal
 - a. Is an adequate overall sludge handling plan set forth in the facility plan? _____
 - b. Has any testing been done to determine the volume and characteristics of the sludge? _____
 - c. Is adequate sludge treatment proposed for the method of final disposal selected? _____
 - d. Has specific site or sites been selected, and are plans developed for their acquisition and use? _____
 - e. Have potential odor problems or other environmental problems been adequately considered? _____
 - f. Does the plan adequately consider protection of the groundwater against pollution? _____
 - g. Are test or monitoring wells needed? _____
 - h. Have soil characteristics on land application sites been adequately evaluated? _____
 - i. Are proposed rates of sludge application in line with good practice on land application sites? _____

10. Other alternatives: _____

11. Have alternatives for reuse or ultimate disposal of treated wastewater and biosolids been evaluated? _____

12. Is a cost effectiveness analysis included? _____

13. Have open space & recreation opportunities been analyzed? _____

F. Evaluation of Principal Alternatives

Has a thorough analysis of the following been performed for the principal selected alternative? _____

1. Monetary costs

a. Have costs of future expansion and long term needs for reconstruction been estimated? _____

b. Have O&M costs been included in the annual equivalent cost or present worth cost comparison of alternatives? _____

2. Additional capacity _____

3. Capital financing plan - manner in which local costs will be financed _____

4. Environmental impacts _____

5. Water supply impacts _____

6. Energy requirements _____

7. Implementability _____

8. Comparison of alternatives included _____

9. Public participation _____
 - a. Was a public participation program a part of the facility planning process? _____
 - b. Were there small group sessions, public meetings and the public hearing? _____
 - c. Was there adequate notice prior to public meetings and the public hearing? _____
 - d. Was a public meeting held before the facility plan was formally adopted? _____
 - e. Was a responsiveness summary prepared? _____
10. Has the cost effectiveness analysis been performed? _____

G. Selected Plan

1. Is the selected plan the most cost effective means of meeting the applicable effluent, water quality and public health requirements while recognizing environmental and other non-monetary considerations? _____
 2. Does the facility plan describe the selected treatment works and the complete wastewater treatment system in detail? _____
 3. Does the facility plan justify the selected plan (if no, explain) _____
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4. Has the community certified that it has the capability to finance and manage the building and operation of the project? _____
 5. Does the facility plan include preliminary design data to include: _____
 - a. A description of the major features _____
 - b. Unit processes and sizes _____
 - c. A schematic flow diagram for treatment plants, and plant and pumping station siting _____

- d. Sewer length and sizes _____
- e. Proposed design criteria _____
 - 1. Process loadings _____
 - 2. Removal efficiencies _____
 - 3. Design flow _____
 - 4. Reserve capacity _____
- f. Schedule for completion of design and construction _____
- 6. Does the facility plan include an estimate of total project costs (capital costs, O&M costs) and average annual or monthly charges to customers? _____
- 7. Implementation arrangements
 - a. Where responsibility for the project rests with more than one agency, does the facility plan adequately demonstrate that each agency has the necessary legal, financial, institutional and managerial resources to ensure the building, operation and maintenance of the project and that an agreement between agencies has been or will be executed prior to application for financial assistance? _____
 - b. Does the facility plan include specific actions to implement the plan and meet its objectives on schedule and do the dates in this schedule correspond to compliance dates specified in the discharge permits if applicable? _____
 - c. Does the facility plan discuss operation and maintenance requirements (O&M budget, staffing, training, laboratory requirements, special maintenance requirements, special operating requirements, residuals disposal, etc.)? _____

- d. If a pre-treatment program is necessary, does the facility plan _____ include a schedule of actions to implement such a program?

8. Does the facility plan address availability of the most suitable land _____
for the project and an appropriate means to secure rights to the land?

Summary:_____

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